



**TOWN OF ROCKY HILL
MEETING MINUTES/MOTIONS**

In order to comply with Connecticut General Statutes regarding minutes of meetings, the following will be used to record information during all public meetings that take place. An original must be submitted to the Town Clerk of Rocky Hill within 48 hours of the meeting being adjourned. Motions should be complete, showing the maker and second of the motion as well as how each member voted. Unanimous votes may be listed as unanimous.

NAME OF PUBLIC BOARD OR COMMISSION	Town Council
DATE MEETING AGENDA POSTED	May 7, 2014
LOCATION	Council Chambers – Town Hall
DATE OF MEETING	May 12, 2014
TIME MEETING STARTED	6:00 p.m. Budget Workshop
PERSON PREPARING MEETING MINUTES	Jessica M. Dumas
VERBATIM NOTES TAKEN	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
AUDIO, VIDEO OR LIVE TRANSMISSION OF MEETING	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

MEMBERS PRESENT AT MEETING

1. Henry Vassel, Mayor	2. Nadine Bell, Deputy Mayor
3. Meg Casasanta	4. Guy Drapeau
5. Joe Kochanek	6. Bill MacDonald
7. Frank Szeps	8. Cathy Vargas
9.	10.

NUMBER REQUIRED FOR QUORUM 6 QUORUM PRESENT ☒ Yes ☐ No

TEXT MOTIONS AND RESULTS VOTES

1st MOTION ☒ Passed ☐ Failed ☐ Tabled

Deputy Mayor Bell moved the following resolution reading it aloud and in full. The motion was seconded by Councilor Drapeau and adopted unanimously by those present. Councilor Moriarty was absent.

“Award of Bid – West Hill School Modular Classrooms Project”

BE IT RESOLVED that the Town of Rocky Hill Town Council awards the bid for three (3) modular classrooms at West Hill School to Modular Space Corporation (ModSpace), 85 Kenneth Dooley Drive, Middletown, Connecticut at a bid price of \$496,703. This bid price includes the installation of the modular classrooms, 48 month leasing arrangement, and the cost to remove the modular classrooms at the end of the lease period.

BE IT FURTHER RESOLVED that this modular classroom project award of bid is not effective unless the Rocky Hill Town Council appropriates funds in the Town's 2014 -2015 Adopted Budget in the Capital Improvement Budget – budget line 01-950-000-5720 for School Improvements for the installation of these modular classrooms in the 2014 – 2015 budget year. Also, the Town Council appropriates funds in the Town's 2014 -2015 Adopted Budget in the Capital Improvement Budget – budget line 01-950-000-5798 for Portables - West Hill and Stevens for 12 months of lease payments for the modular classrooms in the 2014 – 2015 budget year.

AND BE IT FURTHER RESOLVED that the Town's Finance Director is authorized to spend up to a total \$75,000 from the 2013 - 2014 Adopted Budget in the Capital Improvement Budget – budget line 01-950-000-5720 for School Improvements on costs associated with both West Hill and Stevens modular classroom projects.

AND BE IT FURTHER RESOLVED that the contract between the Town of Rocky Hill and ModSpace be affected as of July 1, 2014.

Report and Recommendation

The Town went to bid for this item with a bid opening on April 29, 2014. One contractor submitted a bid. Friar Associates, the project architect, and O&G, the project construction manager, review the bid. The project architect and construction manager recommends that ModSpace be awarded the West Hill School modular classroom project bid in order to be in place for the start of school in September of 2014.

Bid Costs:

Installation of One Modular Classroom	\$303,181
Four Year Lease Cost	\$144,000
Cost to remove the modular classroom	<u>\$ 49,522</u>
Total	\$496,703

2nd MOTION ☒ Passed ☐ Failed ☐ Tabled

Deputy Mayor Bell moved the following resolution reading it aloud and in full. The motion was seconded by Councilor Drapeau and adopted unanimously by those present. Councilor Moriarty was absent.

“Award of Bid – Stevens School Modular Classrooms Project”

BE IT RESOLVED that the Town of Rocky Hill Town Council awards the bid for one (1) modular classroom at Stevens School to Modular Space Corporation (ModSpace), 85 Kenneth Dooley Drive, Middletown, Connecticut at a bid price of \$238,156. This bid price includes the installation of the modular classroom, 48 month leasing arrangement, and the cost to remove the modular classroom at the end of the lease period.

BE IT FURTHER RESOLVED that this modular classroom project award of bid is not effective unless the Rocky Hill Town Council appropriates funds in the Town's 2014 -2015 Adopted Budget in the Capital Improvement Budget – budget line 01-950-000-5720 for School Improvements for the installation of this Modular classroom in the 2014 – 2015 budget year. Also, the Town Council appropriates funds in the Town's 2014 -2015 Adopted Budget in the Capital Improvement Budget – budget line 01-950-000-5798 for Portables - West Hill and Stevens for 12 months of lease payments for the modular classroom in the 2014 – 2015 budget year

AND BE IT FURTHER RESOLVED that the Town's Finance Director is authorized to spend up to a total \$75,000 from the 2013 - 2014 Adopted Budget in the Capital Improvement Budget – budget line 01-950-000-5720 for School Improvements on costs associated with both West Hill and Stevens modular classroom projects.

AND BE IT FURTHER RESOLVED that the contract between the Town of Rocky Hill and ModSpace be affected as of July 1, 2014.

Report and Recommendation

The Town went to bid for this item with a bid opening on April 29, 2014. One contractor submitted a bid. Friar Associates, the project architect, and O&G, the project construction manager, reviewed the bid. The project architect and construction manager recommends that ModSpace be awarded the Stevens School modular classroom project bid in order to be in place for the start of school in September of 2014.

Bid Costs:

Installation of One Modular Classroom =	\$172,683
Four Year Lease Cost	\$ 48,000
Cost to remove the modular classroom	\$ 17,473
Total	\$238,156

3rd MOTION ☒ Passed ☐ Failed ☐ Tabled

Deputy Mayor Bell moved the following resolution reading it aloud and in full. The motion was seconded by Councilor Drapeau and adopted unanimously by those present. Councilor Moriarty was absent.

“Award of Contract – Construction Management – West Hill, and Stevens Schools Modular Classrooms Projects”

BE IT RESOLVED that the Rocky Hill Town Council authorizes the Town Manager to enter

into a contract for Construction Management Services for the Modular Classrooms Projects at West Hill and Stevens Schools to O&G Industries, Inc., 112 Wall Street, Torrington, CT. at a total cost \$69,686.00. This cost will be charged in the Town's 2014 -2015 Adopted Budget in the Capital Improvement Budget – budget line 01-950-000-5720 for School Improvements for the installation of these modular classrooms in the 2014 – 2015 budget year.

AND BE IT FURTHER RESOLVED that the contract between the Town of Rocky Hill and O&G be affected as of July 1, 2014.

Report and Recommendation

The Rocky Hill Board of Education is implementing all day kindergarten starting for the 2014 - 2015 school year. In order to accomplish this, three modular classrooms will be needed at West Hill and one modular classroom will be needed at Stevens. The modular classroom for Stevens and the three modular classrooms for West Hill would be installed by and leased from a modular classroom vendor. It is recommended that this contract be awarded to O&G at this time to provide construction management services in order to accomplish this modular classroom project by the start of school this fall.

Cost by School:

West Hill School = \$45,611

Stevens School = \$24,075

Total \$69,686

4th MOTION ☒ Passed ☐ Failed ☐ Tabled

Deputy Mayor Bell made a motion to transfer the Custodian/Maintenance page 101 of the Budget Book in the amount of \$1,690,800 to the Board of Education. In addition, Employee Benefits (Group Insurance) in the amount of \$359,882; (Social Security) in the amount of \$100,557 and (Longevity) in the amount \$10,275. The motion was seconded by Councilor Drapeau and adopted unanimously by those present. Councilor Moriarty was absent.

5th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to cut \$1,000 from the Town Council Budget (Technical Equipment 5749). The motion was seconded by Councilor Drapeau and adopted unanimously by those present. Councilor Moriarty was absent.

6th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to cut the following from the Personnel Department:

\$4,200 (Fees 5326)

\$3,000 (Training 5334)

\$1,500 (Advertising 5540)

The motion was seconded by Councilor Drapeau and adopted unanimously by those present. Councilor Moriarty was absent.

7th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to cut \$600 from Property Tax Collection (Training 5334). The motion was seconded by Councilor Drapeau was adopted unanimously by those present. Councilor Moriarty was absent.

8th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to reduce the following from Legal:

\$70,000 (General Legal Fees 5311)
\$10,000 (Labor Counsel 5337)
\$5,000 (Tax Appeals 5803)

The motion was seconded by Councilor Drapeau and adopted unanimously by those present. Councilor Moriarty was absent.

9th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to reduce the Town Clerk (5326 Support Services) by \$6,000. The motion was seconded by Councilor Drapeau and adopted unanimously by those present. Councilor Moriarty was absent.

10th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to reduce line 5507 – Telephone from the Fire Department Budget by \$10,500, Facilities Department by \$98,600, Mini Bus \$1,200 and have it moved to the IT Budget line 5507 totaling \$110,300. The motion was seconded by Councilor Drapeau and adopted. Councilors Kochanek and MacDonald voted Nay and Councilor Moriarty was absent.

11th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to reduce Economic Development (5541 - Printing) by \$2,890. The motion was seconded by Councilor Drapeau and adopted unanimously by those present. Councilor Moriarty was absent.

12th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to reduce the proposed position of a full time Records Clerk (5111 full time) in the Police Department by \$45,610 and add \$22,805 Records Clerk (5120 part time) creating a part time position. The motion was seconded by Councilor Drapeau and adopted unanimously by those present. Councilor Moriarty was absent.

13th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to reduce the Police Department (5742 Radio Equipment) by \$7,000. The motion was seconded by Councilor Drapeau and adopted unanimously. Councilor Moriarty was absent.

14th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to cut the requested position of a Police Officer (beginning January 1, 2015) line 5111 in the amount of \$31,782, in addition reduce (5613 uniforms) by \$2,000. The motion was seconded by Councilor Drapeau and adopted unanimously by those

present. Councilor Moriarty was absent.

15th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor MacDonald made a motion to add two additional School Resource Officers (SRO's) to the Police Department's Budget as recommended by SW24. The motion was seconded by Councilor Kochanek and failed. Yeas-2; (Kochanek and MacDonald) Nays-5; (Bell, Casasanta, Drapeau, Szeps and Vasel). Councilor Moriarty was absent.

16th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to reduce the following from the Fire Department – Supervision:

\$1,500 (5613 Uniforms and Cleaning)

\$1,000 (5818 Dues and Subscriptions)

The motion was seconded by Councilor Drapeau and adopted with Mayor Vasel abstaining. Councilor Moriarty was absent.

17th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to reduce the following from the Fire Department – Training:

\$10,000 (5334 Training)

\$25,000 (5433 Ground Maintenance)

\$2,000 (5627 Technical Supplies)

The motion was seconded by Councilor Drapeau with Councilors Kochanek and MacDonald voting Nay. Councilor Moriarty was absent.

18th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to reduce \$3,000 from the Fire Department – Communications (5742 Radio). The motion was seconded by Councilor Drapeau and adopted Mayor Vasel abstaining. Councilor Moriarty was absent.

19th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to reduce the Fire Department (Dues and Subscriptions 5818) by \$1,250. The motion was seconded by Councilor Drapeau and adopted with Councilors Kochanek and MacDonald voting Nay and Mayor Vasel abstaining. Councilor Moriarty was absent.

20th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to reduce the following from the Fire Department – Fire Fighting:

\$10,000 (5121 Storm Standby)

\$4,000 (5613 Uniforms and Cleaning)

\$10,000 (5821 Staff Activity)

The motion was seconded by Councilor Drapeau and adopted with Councilors Kochanek and MacDonald voting Nay and Mayor Vassel abstaining. Councilor Moriarty was absent.

21st MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to reduce the Building Department 5120 – Part time by \$5,000. The motion was seconded by Councilor Drapeau and adopted unanimously by those present. Councilor Moriarty was absent.

22nd MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to cut the position of Recycling Coordinator in the amount of \$47,440 (Highway Town Garage 5111). The motion was seconded by Councilor Drapeau and adopted unanimously by those present. Councilor Moriarty was absent.

23rd MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to reduce \$2,350 (Maintenance Equipment 5743) in the Highway Department – Garage. The motion was seconded by Councilor Drapeau and adopted unanimously by those present. Councilor Moriarty was absent.

24th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to reduce the following in the Highway Department (Road Maintenance):

\$50,000 (Overtime 5130)

\$3,200 (Maintenance 5743)

The motion was seconded by Councilor Drapeau and adopted unanimously by those present. Councilor Moriarty was absent.

25th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to reduce \$9,650 in the Highway Department (Sanitation 5405). The motion was seconded by Councilor Drapeau and adopted unanimously by those present. Councilor Moriarty was absent.

26th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to reduce move the .6 full time position (5111) in the amount of \$35,843 to the part time line (5120). The motion was seconded by Councilor Drapeau and adopted unanimously by those present. Councilor Moriarty was absent.

27th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to reduce the following the Parks and Recreation Department (Grounds):

\$5,400 (Tree Care 5415)

\$1,900 (Equipment 5431)

\$2,500 (Equipment Supplies 5615)

\$3,600 (Maintenance Supplies 5617)

\$4,500 (Vehicle Parts 5630)

\$2,000 (Grounds 5732)
\$5,000 (Park Equipment 5744)

The motion was seconded by Councilor Drapeau and adopted unanimously by those present.
Councilor Moriarty was absent.

28th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to reduce the following the Parks and Recreation Department (Organized Activities):

\$10,000 (Brochure 5541)
\$3,000 (Technical Supplies 5627)

The motion was seconded by Councilor Drapeau and adopted unanimously by those present.
Councilor Moriarty was absent.

29th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to reduce \$3,500 in the Parks and Recreation Department (Aquatics 5741). The motion was seconded by Councilor Drapeau and adopted unanimously by those present. Councilor Moriarty was absent.

30th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to reduce \$35,000 in the Town Buildings Budget (Building Improvements - 5720). The motion was seconded by Councilor Drapeau and adopted unanimously by those present. Councilor Moriarty was absent.

31st MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to reduce \$23,895 in the Town Custodian Budget (Full time 5111). The motion was seconded by Councilor Drapeau and adopted unanimously by those present. Councilor Moriarty was absent.

32nd MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Casasanta made a motion to add \$4,000 to the Town Custodian Budget (Part time - 5120). The motion was seconded by Councilor Vargas and adopted unanimously by those present. Councilor Moriarty was absent.

33rd MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to reduce the Library by \$50,000 (split between two budget lines Part time 5120 and Books 5650). The motion was seconded by Councilor Drapeau and adopted with Councilors Kochanek and MacDonald voting Nay. Councilor Moriarty was absent.

34th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to reduce the Board of Education's Budget by \$300,000 (a letter is attached from the Board of Education regarding the reduction). The motion was seconded by Councilor Szeps and adopted unanimously by those present. Councilor Moriarty was absent.

35th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to cut the Plan of Conservation (\$50,000) in the Capital Improvements Budget. The motion was seconded by Councilor Drapeau and adopted unanimously by those present. Councilor Moriarty was absent.

36th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to cut the Roof Replacement at Firehouse #3 (\$30,000) in the Capital Improvements Budget. The motion was seconded by Councilor Drapeau and adopted. Councilor Kochanek and MacDonald voted Nay. Councilor Moriarty was absent.

37th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to cut the Town Buildings Improvements by \$131,000 in the Capital Improvements Budget. The motion was seconded by Councilor Drapeau and adopted unanimously by those present. Councilor Moriarty was absent.

38th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to cut the McVicar Field by \$350,000 in the Capital Improvements Budget. The motion was seconded by Councilor Szeps and adopted unanimously by those present. Councilor Moriarty was absent.

39th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to cut the Highway Department by \$40,496 in the Capital Improvements Budget. The motion was seconded by Councilor Drapeau and adopted unanimously by those present. Councilor Moriarty was absent.

40th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to cut the Police Vehicles by \$115,700 in the Capital Improvements Budget. The motion was seconded by Councilor Drapeau and adopted unanimously by those present. Councilor Moriarty was absent.

41st MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to cut the Mini Bus by \$10,000 in the Capital Improvements Budget. The motion was seconded by Councilor Drapeau and adopted unanimously by those present. Councilor Moriarty was absent.

42nd MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to reduce the Dispatch Console and Radio Upgrades by \$433,333.00 in the Capital Improvements Budget. The motion was seconded by Councilor Drapeau and adopted. Councilor MacDonald voted Nay. Councilor Moriarty was absent.

43rd MOTION ☒ Passed ☐ Failed ☐ Tabled

Deputy Mayor Bell made a motion to add \$3,000 to the Portable Classrooms. The motion was seconded by Councilor Drapeau and adopted unanimously by those present. Councilor Moriarty was absent.

44th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor MacDonald moved to recess at 8:17 p.m. The motion was seconded by Councilor Kochanek and adopted unanimously by those present. Councilor Moriarty was absent.

45th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas moved to come out of recess at 8:38 p.m. The motion was seconded by Councilor Szepe and adopted unanimously by those present. Councilor Moriarty was absent.

46th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor MacDonald made a motion to reduce the Legal Account (5311) \$15,000. The motion was seconded by Councilor Kochanek and adopted unanimously by those present. Councilor Moriarty was absent.

47th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor MacDonald made a motion to reduce \$20,000 to the IT Account (5746). The motion was seconded by Councilor Kochanek and adopted unanimously by those present. Councilor Moriarty was absent.

48th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor MacDonald made a motion to reduce \$20,000 in Electronic Permitting (5348). The motion was seconded by Councilor Kochanek and adopted unanimously by those present. Councilor Moriarty was absent.

49th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas made a motion to reduce \$64,950 in the Group Insurance Account (5210). The motion was seconded by Councilor Vargas and adopted unanimously by those present. Councilor Moriarty was absent.

50th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor MacDonald made a motion to add back \$10,000 to the Fire Department Staff Activities (5821). The motion was seconded by Councilor Kochanek and failed. Yay; 4- (Casasanta, Kochanek, MacDonald and Szepe). Nay; 3- (Bell, Drapeau and Vargas). Abstain; 1- (Mayor Vassel). Councilor Moriarty was absent.

51st MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor MacDonald made a motion to add back \$5,000 to the Fire Department Staff Activities (5821). The motion was seconded by Councilor Kochanek and adopted with Mary Vassel abstaining. Councilor Moriarty was absent.

50th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor MacDonald made a motion to add \$1,500 to the Fire Department Honor Guard (5613). The motion was seconded by Councilor Kochanek and failed. Yay; 4- (Casasanta, Kochanek, MacDonald and Szepe). Nay; 3- (Bell, Drapeau and Vargas). Abstain; 1- (Mayor Vassel). Councilor Moriarty was absent.

52nd MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor MacDonald made a motion to add \$3,000 to the Fire Department Radio (5742). The

motion was seconded by Councilor Kochanek and failed. Yay; 4- (Casasanta, Kochanek, MacDonald and Szeps). Nay; 3- (Bell, Drapeau and Vargas). Abstain; 1-(Mayor Vasel). Councilor Moriarty was absent.

53rd MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor MacDonald made a motion to add \$10,000 to the Fire Department Standby Account (5121). The motion was seconded by Councilor Kochanek and failed. Yay; 4- (Casasanta, Kochanek, MacDonald and Szeps). Nay; 3- (Bell, Drapeau and Vargas). Abstain; 1-(Mayor Vasel). Councilor Moriarty was absent.

54th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor MacDonald made a motion to add \$8,000 back to the Library Account. The motion was seconded by Councilor Kochanek and adopted unanimously by those present. Councilor Moriarty was absent.

55th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor MacDonald made a motion to move the Police Department Phone Account (5707) to the IT Department. The motion was seconded by Councilor Kochanek and failed. Yay; 4- (Casasanta, Kochanek, MacDonald and Szeps). Nay; 4- (Bell, Drapeau, Vasel and Vargas). Councilor Moriarty was absent.

56th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor MacDonald to add \$3,000 to the Police Departments Radio Equipment (5742). The motion was seconded by Councilor Kochanek and adopted by those present. Councilor Moriarty was absent.

57th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Vargas moved to adjourn. The motion was seconded by Councilor Kochanek and adopted unanimously by those present. Councilor Moriarty was absent.

SEE THE MAIN MINUTES WEB PAGE TO ACCESS ADDITIONAL MEETING INFORMATION (i.e., WORKING NOTES, ACTIONS).

TIME MEETING ADJOURNED: 9:10 p.m. TIME DELIVERED TO TOWN CLERK:



ROCKY HILL PUBLIC SCHOOLS

SUPERINTENDENT OF SCHOOLS

761 OLD MAIN STREET
ROCKY HILL, CONNECTICUT 06067

INTEROFFICE MEMORANDUM

DATE: 5/12/14
TO: Barbara Gilbert, Town Manager
FROM: Mark F. Zito, Ed.D. *MfZ*
RE: Board of Education Recommendations

Please be advised that the Rocky Hill Board of Education held a joint meeting of its facilities and finance subcommittees on May 12, 2014. At this joint meeting, the following recommendations were made:

1. Adjust line items within the Board's capital improvement plan for 2014-15 as follows: (1) Reduce the Fire Protection System at Stevens School from \$950,000 to \$742,000. (2) Increase the Portable Classroom Lease Costs for four portable classrooms from \$45,000 to \$48,000. (3) Increase the Portable Classroom Construction Costs at West Hill School and Stevens School from \$400,000 to \$605,000.

Please note that the line item adjustments have no impact on the total amount budgeted for 2014-15, which remains at \$1,696,000. Moreover, the adjustment to the Stevens School fire protection system line item is not expected to have a negative impact on the ability to proceed with this project, as the Board anticipates significant savings on the West Hill fire protection system project resulting from an accepted bid which was lower than the amount of money originally budgeted. The Board expects that the savings on the West Hill project can be reallocated to the Stevens project at a later date.

2. Use the anticipated year-end fund balance for FY 2013-14 of approximately \$300,000 to pre-purchase items included in the Board's adopted operating budget for FY 2014-15.

Please note that the Board's adopted budget for FY 2014-15 is \$33,459,389, which marks an increase of 5.68% over FY 2013-14. Such action would enable the Town Council to reduce the Board's FY 2014-15 adopted budget by \$300,000 when the Town Council votes on its final appropriation for education spending without negatively impacting the Board's educational programs. A \$300,000 reduction in the adopted BOE budget for 2014-15 would result in a final appropriation of \$33,159,389, which marks an increase of 4.74% over FY 2013-14.

3. Adopt a final budget for the transfer of the School Facilities Line Item (Custodians and Maintenance) from the Town to the Board in the amount of \$1,690,800.

Please note that this figure reflects a decrease of \$100,000 from the planned transfer amount of \$1,790,000. The Board anticipates that it will be able to offset the \$100,000 reduction through the implementation of scheduling efficiencies and the collection of fees for building usage, e.g., gymnasium rentals, which will fall under the control of the Board.

It is anticipated that the Board of Education will take action on the aforementioned recommendations at its regular meeting on Thursday, May 15, 2014.